

AMENDMENT TO AGREEMENT

BETWEEN THE COUNTY OF SAN MATEO AND CERTIFIED LANGUAGES INTERNATIONAL, LLC

THIS AMENDMENT TO THE AGREEMENT, entered into this _____. 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Certified Languages International, LLC, hereinafter called "Contractor";

WITNESSETH:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, the parties entered into an Agreement for language interpretation & translation services on September 26, 2023 for a total obligation not to exceed \$4,955,000; and

WHEREAS, the parties wish to amend the Agreement to increase the total obligation by \$387,000 for a revised to total obligation not to exceed of \$5,342,000 and no change in term.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. Section 3. - Payments of the agreement is amended to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed FOUR MILLION THREE HUNDRED FORTY-TWO THOUSAND DOLLARS (\$5,342,000). In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement. All invoices must be approved by the Office of Diversity, Equity, and Inclusion Manager or their designee. Invoices must be sent to: SMMC-Accounts-Payable@smcgov.org. Processing time may be delayed if invoices are not submitted electronically.

2. Exhibit B – Invoicing -San Mateo County Health Administration and Human Services Agency is amended to read as follows:

San Mateo County Health Administration

Contractor will invoice the San Mateo County Health Administration by the 10th of the month after rendered services, along with Contractor's monthly report indicating the date of each call, the time the call was initiated, the duration in minutes, the language requested, the originating site of the request, the cost of each call, and the time elapsed from call initiation to interpreter access.

County shall pay Contractor monthly upon receipt of report and invoice. Services under this agreement for San Mateo County Health Administration shall not exceed **\$350,000**, including taxes and fees, for the term of the agreement, unless agreed upon by all parties and unless this agreement is amended in writing and signed by both County and Contractor.

Contractor shall also send appropriate invoices and monthly reports to:

San Mateo County Health Administration Attn:
Administrative Services Manager
[HS Language Access@smcgov.org](mailto:HS_Language_Access@smcgov.org)
225 37th Avenue, Suite 178
San Mateo, CA 94403
Human Services Agency

Human Services Agency

Contractor shall invoice Human Services Agency separate from Health Services as follows:

Contractor will invoice electronically the Interpreter Program Manager by the 10th of the month after rendered services with the Contractor's monthly report as outlined in Exhibit A.

County shall pay Contractor monthly upon receipt of reports and invoices. Services under this Agreement for Human Services Agency shall not exceed the amount of **\$987,000**, including any taxes or fees for the term of the agreement unless agreed upon by all parties and this agreement is amended in writing and signed by both the County and Contractor.

Contractor shall send invoices along with monthly reports to:

Human Services Agency
Attention: Leane Ferreira
2500 Middlefield Rd.
Redwood City, CA 94063

3. All other terms and conditions of the agreement dated September 26, 2023, between the County and Contractor shall remain in full force and effect.

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

For Contractor: Certified Languages International, LLC

 Signed by: <i>Kristin Quilan</i> 39930917540B48E...	<u>1/7/2026</u>	<u>Kristin Quilan</u>
Contractor Signature	Date	Contractor Name (please print)

For County:

COUNTY OF SAN MATEO

By:
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:
Clerk of Said Board